



AGENDA

Warrenton Urban Renewal Advisory Committee

Wednesday, December 1st, 2021 – 3:30 P.M.

Warrenton City Commission Chambers

225 South Main Avenue

Warrenton, OR 97146

1. Call to Order

2. Attendance

3. Consent Calendar

A. Urban Renewal Advisory Committee Minutes 6.2.21

4. Business

A. Discussion of Residential Rehabilitation Program

B. Project Updates

5. Other Business

6. Adjourn

Warrenton City Hall is accessible to the disabled. An interpreter for the hearing impaired may be requested under the terms of ORS 192.630 by contacting Dawne Shaw, City Recorder, at 503-861-0823 at least 48 hours in advance of the meeting so appropriate assistance can be provided.

MINUTES
 Warrenton Urban Renewal Advisory Committee
 September 1, 2021
 3:30 p.m.
 Warrenton City Hall – Commissioners Chambers
 225 S. Main
 Warrenton, OR 97146

Chair Bridgens called the meeting to order at 3:31 p.m.

Warrenton Urban Renewal Advisory Committee Members Present: Chair Bob Bridgens, Brooke Terry, AmyLeigh Sutton, Tess Chedsey (via Zoom), Dennis Faletti (arrived at 3:32 p.m.), and Katie Burkhart (via Zoom)

Absent: Mel Jasmin

Staff Present: Executive Director Linda Engbretson, Finance Director April Clark, Public Works Director Collin Stelzig, and Secretary Rebecca Sprengeler

CONSENT CALENDAR

A. Urban Renewal Advisory Committee Meeting Minutes 6.2.21

Mr. Faletti made the motion to approve the consent calendar. Motion was passed unanimously.

Bridgens - aye; Terry – aye; Sutton - aye; Chedsey - aye; Faletti – aye; Burkhart – aye

BUSINESS

Executive Director Linda Engbretson presented a façade grant application for Coulombe Home Team at 137-139 South Main Avenue. She noted this is the first application of this fiscal year. She also noted increased approvals for up to \$10,000; \$5,000 is a match and \$5,000 is a grant. She briefly reviewed the application and stated staff is recommending approval. Ms. Chedsey thinks it's perfect. Chair Bridgens clarified the location of the building. Ms. Sutton feels they will do a great job. Ms. Terry thinks they will do a great job; they are professional and get a discount on the work. Chair Bridgens agreed. Ms. Chedsey feel this is a wonderful use of the program. Ms. Burkhart stated she thinks it will look great. Chair Bridgens stated we will give them the façade grant. **The consensus was to approve the façade grant application.**

Public Works Director Collin Stelzig presented an update on the food cart pod project. He discussed electrical and sewer. Sewer is not in the budget and would be difficult to put in. The current food cart would like sewer or a greywater dump area. Mr. Stelzig noted the Astoria food carts do not have direct sewer connections. He proposed a single grey-water dump location onsite. The location is to be determined. Ms. Engbretson commented it may be a good use of

funding to add this option. Mr. Stelzig made comments in agreement. He discussed the proposal for a 12' paving strip shown on a handout he provided; this allows room for the food cart and an additional 6'. He explained, with minimal work they can fit four food cart pods and provide utilities. More paving can be done if successful. He briefly discussed marketing and aesthetics. Paving is still planned for end of this summer. Chair Bridgens noted concerns about enough space with potentially nine carts. Discussion followed. Mr. Stelzig noted water and power will be laid out for four carts with the option for future expansion. Ms. Engbretson noted the potential for up to four carts; she has had three inquiries. Ms. Sutton discussed benefits of food carts and noted excitement. Ms. Terry asked about a timeline for putting in seating. Mr. Stelzig responded that funds are available, but ownership and maintenance need to be determined. He anticipates the city purchasing 1-2 benches. Discussion followed. Ms. Engbretson suggested adding a requirement to the agreement to provide seating and a landscape feature. Ms. Terry asked if parking will be available. Mr. Stelzig noted designated fire parking and potential for a couple spots. He noted investment has been kept small. Ms. Engbretson asked why the whole lot is not being paved. Mr. Stelzig responded that it would be a lot of pavement for only 2-3 carts. He noted it can be done but, in his opinion, it is not an issue to do it in phases. He noted the perimeter will be 5' band of sand, backfill, and gravel. He noted concerns about screening caused by the layout. He also noted paving in sections allows flexibility with the layout. Chair Bridgens made comments in agreement. Mr. Stelzig noted conversation with the city commission about doing work in phases. Ms. Chedsey likes doing work in stages. Mr. Faletti feels it is alright. There was brief discussion about a tent and parking.

Ms. Engbretson discussed the possibility of the Urban Renewal District making an offer on a vacant lot across from city hall owned by Mark Simonsen. She noted authorization from the urban renewal plan for off street parking. She also noted a code change for parking requirements in downtown. She emphasized the need for additional parking. She asked if WURAC is interested in recommending this to the city commission. Ms. Terry noted she likes the idea of a designated parking lot especially with new businesses and development. There was discussion about the growth of Warrenton. There was brief discussion about cost of parking. There was brief discussion about improving the lot to meet city standards. Ms. Engbretson asked for a recommendation to approve seeking additional downtown parking with urban renewal funds. Ms. Chedsey noted difficulty hearing discussion over Zoom. Ms. Engbretson summarized, noting the intention is for a public parking lot. It was noted the purchase price is not known. Chair Bridgens asked if there needs to be a vote. Ms. Engbretson noted she would appreciate a vote and suggested a recommendation that the committee supports the use of funds for additional parking for the downtown. Chair Bridgens called for a vote and stated they will let Linda or the City of Warrenton decide what will look good or be best.

Bridgens - aye; Terry – aye; Sutton - aye; Chedsey - aye; Faletti – aye; Burkhart – aye

Ms. Sutton asked about a timeframe for making an offer. Ms. Engbretson discussed an RFP for realtor services and noted it may be about a year.

Mr. Stelzig discussed the drone flight; clearance has not been granted from FAA yet.

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Ms. Engbretson discussed an update on the commercial pier improvements in the Warrenton Marina; they are in final stages of the agreement with the design firm. They are going through an exemption process, then the firm will be hired, and construction will go out to bid in two phases. Phase three will be an add-on if there is enough money, but the goal is to do it all three at once.

Chair Bridgens asked about hiring public works employees. Mr. Stelzig noted five new employees and upcoming interviews. Ms. Engbretson noted several retirements and new staff. Discussion followed. Ms. Engbretson discussed a vacancy for a marina foreman. She discussed hardship the past year and commended the marinas and public works departments for their work while short-staffed. She also noted a new planning director.

Chair Bridgens asked about the SW 9th Street project. Mr. Stelzig noted this is not an urban renewal project and discussed an update.

OTHER BUSINESS - None

Finance Director April Clark noted there have not been any changes to the budget since the last meeting. Ms. Sutton asked if paving in stages is more expensive in the long run. Mr. Stelzig explained generally yes, but the cost savings is not significant in the grand scheme of the project. Brief discussion followed. Ms. Engbretson noted it will be exciting to get the projects rolling. She noted there are less than 7 years left; they should start to see a lot happening in the next couple years. Brief discussion followed. Ms. Engbretson noted work being done on the “brown building” in downtown. Brief discussion followed

There being no further business, Chair Bridgens adjourned the meeting at 4:09 p.m.

Next regular meeting: December 1 at 3:30 p.m.

APPROVED:

ATTEST:

Bob Bridgens, Chair

Rebecca Sprengeler, Secretary

AGENDA MEMORANDUM

TO: The Warrenton Urban Renewal Advisory Committee

FROM: Linda Engbretson, Executive Director

DATE: December 1, 2021

SUBJ: Residential Rehabilitation Program

The original Urban Renewal District Plan includes establishment of Business and Residential Rehabilitation Programs (pg. 28 – attached) to providing funding, either through a grant or low-interest loan, to improve the appearance and condition for businesses and residences within the District. The Agency adopted a program for commercial businesses in the form of a façade grant program. The Advisory Committee and Agency decided to consider a residential program at a later date.

With an active Spruce Up Warrenton group and discussions regarding nuisance properties and noting several of these could be quite expensive to abate, it is appropriate to discuss setting up a program to assist with funding these cleanups within the District boundaries.

The Plan allows us to create and administer such a program without amendment of the Plan.

RECOMMENDATION:

Staff recommends the URD Advisory Committee support a rehabilitation program for residential properties within the District. Staff recommends a grant program like the Commercial Façade Program where up to \$10,000 could be provided with a \$5,000 match from the property owner. The funds could be used to either improve the appearance of a home/property or remove derelict buildings and trash.

FISCAL IMPACT

To be determined. An annual budget of \$50,000 would provide for up to five properties in a fiscal year eligible for funding. Over the remainder of the District approximately \$250,000 would be available to address blight within District Boundaries.

It should be noted that any additional projects will likely reduce available funding for the downtown improvement project; however, staff is actively seeking additional funding/grants to enhance that project.

4. Business and Residential Rehabilitation Programs

- Establish and manage low interest loan and small grant programs for businesses and residents to improve their appearance and condition. The Agency may establish policies and guidelines, and administer such loan and grant programs without amendment of the Plan.

9. Property Acquisition

- Acquisition and assembly of key properties for redevelopment.

Projects are listed in detail by phase in the Urban Renewal Report.

D. ACQUISITION AND DISPOSITION OF REAL PROPERTY

1. ACQUISITION

As outlined in the above Renewal Project listing, the intention of the Urban Renewal Agency is to acquire key parcels of land in the Renewal Area.

Land Acquisition for Public Improvements and Facilities – The agency may acquire real property for public improvements and facilities authorized in the Plan by any legal means, including eminent domain, without amendment of the Plan.

Land Acquisition for Private Redevelopment – The agency may acquire real property by willing conveyance or by any other means including eminent domain, for redevelopment by private parties only after adoption of a Minor Amendment of the Plan identifying the property. Such amendment shall include the anticipated disposition of the property, whether by retention or resale together with an estimated time schedule for such acquisition and disposition.

2. DISPOSITION

The Agency may make land in the redevelopment area available to private developers or to public bodies at a value determined by the Agency to be its fair reuse value in order that it may be developed for the purposes specified in the Warrenton Urban Renewal Plan, and in accordance with applicable City zoning and code requirements. Real property may be conveyed by the Agency to the City or other public bodies without charge.

The Agency shall reserve such powers and controls in the disposition and development documents, as may be necessary, to prevent transfer, retention, or use of the property for speculative purposes, and to ensure that development is carried out pursuant to the Warrenton Urban Renewal Plan.